Montana Information Security Advisory Council

Meeting Minutes
November 18, 2015 · 1:00 PM · Montana State Capitol, room 152

Attendees	
Meeting Chairperson: Ron Baldwin, State CIO	
Name	**Affiliation**
Joe Chapman	Department of Justice
John Daugherty	Department of Corrections
✋ Sherri Davidoff	LMG Security
Kreh Germaine	Department of Natural Resources & Conservation
Jim Gietzen	Office of Public Instruction
Margaret Kauska	Department of Revenue
✋ Representative McCarthy	(D) HD49
Major General Quinn	Director of Military Affairs/National Guard
Joe Frohlich	State Information Technology Services Division
Meeting Minutes recorded by: Samantha Cooley	

Meeting Guests: General Fox, Kurt Norman, Rebecca Cooper, Tom Mandeville, Ed Sivils, Kim McIntyre, Lance Wetzel, Larry Krause, Kristi Mock and Dale Gow

✋ **Real-time Communication:** Angie Riley, Rick Bush, James Zito, Jerry Kozak and Sky Foster

I.   Welcome & Introductions

II.   Approval of October Minutes
Motion: Margaret Kauska motioned to approve the October MT-ISAC Meeting Minutes. Kreh Germaine seconded the motion. All were in favor, the motion carries.

III.   MT-ISAC Workgroup Model, Joe Frohlich
The MT-ISAC Workgroup Model is posted online. The workgroup definitions were derived from the goals and objectives, assigning objectives to each workgroup. There is some overlap among the three active groups. Joe Frohlich provided a composition summary of the groups, discussing their flow and interaction with the Council.

Situational Awareness Workgroup
Status: Stood-up/Active

Assessment Workgroup
Status: Stood-up/Active

- To comply with the Information Security Policy that was recently passed
- Will create a standardized compliance document for agencies
- Updates to the Governor
- Yearly updates to the State CIO

Best Practices Workgroup

Status: *Stood-up/Active*

- Identify procedures and industry standards to help with compliance of Assessment Workgroup.

Awareness/Outreach/Training
Status: *Active. The Enterprise Security Program will assume this role and provide ongoing reports/updates to the Council.*

Tools Workgroup
Status: *Inactive*

- Will identify hardware/software that can implement the recommendations of the Best Practices Workgroup.

Resources Workgroup
Status: *Inactive*

- Will assist agencies with compliance by utilizing the approved best practices and tools.

Inquiry, General Quinn:

> *"Who sets the left and right limits on what Best Practices is going to work on?"*

Response, Joe Frohlich:

> *"The Best Practices Workgroup chair will set those limits. Currently there are seven topics being discussed as best practices. The Council will approve any documents from this workgroup."*

Workgroup Model Discussion Group Commentary
Constraining these workgroups by a hierarchy arrangement is concerning. Workgroups that are independent but can come back and report what they are working on would be the best model. –*General Quinn & Joe Chapman*

The groups working independently will provide additional value and serve in preventing bottlenecks as the Council moves forward. Changing the model to the groups working parallel and then bringing things together as a hub and spoke model would be beneficial. –*Ron Baldwin*

The Council should be cautioned about tying a tool to a best practice. The Council could potentially get hung up on the "tool' aspect, given there is so much technology out there and it is always evolving. Best practices should be driven from policy. –*Kreh Germaine*

It is important to ensure workgroups are tied to objectives. –*Joe Frohlich*

When DOR needs a new tool, the first avenue they look to is the Enterprise and SITSD's recommendation. While it is important to not let the tool drive the best practice, agencies utilizing the recommendation of the Enterprise is another aspect to consider.

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–Margaret Kauska

Workgroup Model Group Consensus
The Workgroups will run parallel in a hub and spoke model. Workgroup reports will be provided regularly to the Council. Joe Frohlich will act as an intermediary and facilitate intersection/coordination between the groups.

Action: Joe Frohlich will update the Workgroup document by color coding the Workgroups that are not currently active. Joe will post the document online and distribute it to group members via email. Joe will also send out a document that lists the members of each group.

Fostering Future Security Professionals, General Quinn
The Governor is interested in pursuing the education of cybersecurity professionals, possibly through Main Street Montana. DHS setup a call with Washington DC to talk about academic programs for cybersecurity. He spoke with Dan Stein, who runs Centers of Academic Excellence for the DHS through the National Science Foundation, last Friday. There are scholarships available for institutions that meet their cyber training requirements.

General Quinn spoke with President Engstrom, UM and Shannon O'Brien, Missoula College, about this subject. Both parties expressed an interest in getting their institutions accredited as Center of Academic Excellence.
This area is moving forward by outside influences. General Quinn and Sherri Davidoff will discuss the matter further and report back to the group as needed.

IV. **Workgroup Updates**

Assessment Workgroup Update, Joe Frohlich on behalf of Lynne Pizzini
This group meets on the first Wednesday of every month. They are currently working on the assessment document to ensure compliance to the Information Security Policy. A draft document will be available next week and distributed to all Council members.
The group is also discussing ideas for the Governor's Dashboard. Lynne Pizzini will be meeting with the Governor's Office next week to gather input on what the Governor would like.

Best Practices Workgroup Update, Joe Frohlich on behalf of Lynne Pizzini
Lynne Pizzini and General Quinn will be traveling to Seattle to tour the National Guard Facilities and Friday they will tour the Washington Fusion Center.
The Best Practices Workgroup has expressed interest in the following areas:

- Hardening of devices
- Incident response
- Disposal of computers
- Encryption of data at rest
- Sharing of documents outside and within the State
- Password storage

The group is collecting information on the above listed areas. They will disseminate the information and bring it back for the next MT-ISAC Meeting.

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Situational Awareness Workgroup Update, Joe Frohlich on behalf of Bryan Costigan
This group has met twice since the last MT-ISAC Meeting. The first meeting involved discussion on incident response reporting and agency incident response/reporting. This group is standardizing incident response.

Lynne Pizzini, John Burrel and Dawn Temple spoke with the State of Pennsylvania at the MS-ISAC Conference really liked how their Fusion Center handled incident response. Lynne will report further at the next MT-ISAC Meeting on the discussion.

The group also discussed utilizing the Network Managers Group (NMG), that meets every Friday morning at 9:00 AM, as a situational awareness collaboration during the security portion of their meeting.

In addition, the group discussed standing up a SharePoint site specifically for the Situational Awareness Workgroup. Most likely, there will be a SharePoint site setup for each Workgroup and MT-ISAC as a whole.

Investigations, Joe Chapman
Joe Chapman commented one thing they had discussed was getting a group together to talk about how investigations are conducted. They will discuss the matter further over a possible lunch meeting.

Action: Anyone interested in participating in the Investigations Group should send an email to Dawn Temple.

Cybersecurity's Human Factor, Lessons from the Pentagon
Ron Baldwin suggested the group read an article in the Harvard Business Review called Cybersecurity's Human Factor, Lessons from the Pentagon. The article stated the military stopped over 30M attempted cybersecurity attacks last year. On behalf of General Quinn of the US Military and in recognition of Veteran's Day, Ron thanked General Quinn for the incredible work the military has done in cybersecurity.

V.   **IT Conference Security Sessions Overview, Joe Frohlich**

The State IT Conference is in two weeks. Security tracks that will be included in the Conference are as follows:

- **Monday:** Trustwave Web Application Firewall
- **Tuesday:** Enterprise Security Booth
- **Wednesday:** Digital Forensics, Digital Security, Creating Effective Security Awareness Training, Tools of the Trade, What is Splunk
- **Thursday:** Starting with Security, Source Control and Best Practices, Physical Points of Intrusion, Introduction to Security Plans and Risk Assessments, Vernois: Protecting Information from the Inside Out
- **Friday:** DHS Cyber Tabletop Exercise

ITconference.mt.gov is a mobile friendly site that includes all of the various sessions and tracks that will be at this year's State IT Conference.

VI.   **December MT-ISAC Meeting**

The December MT-ISAC Meeting will be cancelled. The next meeting will be on January 20, 2016 to allow workgroups more time to meet and provide significant reports and will lessen the amount of travel required by Council members outside of Helena, in lieu of the State IT Conference.

VII. Open Forum

Taxes Security Together, Margaret Kauska
The IRS and several states are launching a public awareness campaign "Taxes, Security, Together" www.irs.gov/taxessecuritytoghether. More information will be provided in a press release that will be out tomorrow. The focus of the campaign is that while DOR is doing everything they can to prevent taxpayers from becoming victims, tax payers also have a level of responsibility themselves. The press release will include DOR's fraud prevention statistics from prior years. Highlights include:

2015: DOR stopped 1700 fraudulent tax returns and prevented over $1.9M in fraudulent tax refunds

2014: DOR stopped 1250 fraudulent tax returns and prevented over $1.5M in fraudulent tax refunds

2012: DOR stopped 900 fraudulent tax returns and prevented over $750K in fraudulent tax refunds

Action: Margaret Kauska will send Joe Frohlich the link to the press release to be posted on the MT-ISAC website.

Quarterly Tabletop Exercise
Joe Frohlich asked if the group was open to having a quarterly tabletop exercise at the MT-ISAC Meeting. Both Erika Billiet and Kreh Germaine felt it would be beneficial. Kreh recommended scenario's that include best practices, but that they be done in a separate meeting that is not public, open forum setting.

Action: Joe Frohlich will add "Tabletop Scenario Examples" to the agenda for the next MT-ISAC Meeting.

DMA/DHS Grant for Professional Cybersecurity Training
Joe Frohlich received $16K in grant funds that will pay for cybersecurity training. He is writing up the requirements and submission criteria to be awarded funds and will send the document out to the group in December.

Action: Joe Frohlich will send out information on grant-funded cybersecurity training opportunities to the Council.

MOM/Information Security Policy, Joe Frohlich
The Information Security Policy in MOM contains some errors. The true version is on the MT- ISAC website. Joe Frohlich is working on the MOM version, it will be corrected soon.

State Administration & Veteran's Affairs Interim Committee Testimony, Ron Baldwin

Ron Baldwin and Joe Frohlich testified in front of the State Administration and Veteran's Affairs Interim Committee yesterday afternoon. The Chair, Bryce Bennet, heard testimony from several different entities, including banking entities on personal/financial data. The intent of this testimony was to provide information on HJR-21, the Study of Personal Information Ownership.

Ron and Joe presented information on statutes, policies and national standards related to privacy and security. Ron wanted to provide a situational awareness update to the Council and noted that the topic (HJR-21) should be on the Council's radar.

Data Classification Policy, Ron Baldwin

Recently Ron and Lynne Pizzini have had several interviews regarding the Data Classification Policy, the last interview was with the Choteau paper. They were finally able to clarify the intent of the policy, that it's an IT policy, not a records policy. The intent is to protect systems based on the classification of the data they contain. That means place controls on systems and thereby protecting the citizen's data. The policy is not to be used to hide behind or sequester information.

Many ideas and suggestions came from the process, Ron is going to work on refining the policy by clarifying intent.

VIII.   Public Comment

Court Jensen, Attorney and Security Officer for the Department of Agriculture
*Court Jensen voiced his concerns to the Council, a summary of his comments is listed below.

1.   Unclear Policy on Accessing State Resources Oversees

The Department of Agriculture is one of the agencies that travels a lot. They send people overseas to places such as India, Russia, China etc. They feel policies about bringing people with devices that can access State resources oversees is unclear. They are concerned about being told, after the fact, that they were in violation of policy and want to ensure they are in adherence by bringing the concern forward today.

Joe Frohlich commented he received an email from Sky Foster relating to this issue and has added it to the agenda for the Best Practices Workgroup.

2.   Mobile Unmanaged Device Policy-AirWatch

The proposed policy changes for the Mobile Unmanaged Device Policy under the new AirWatch program will cause legal problems down the road. There is inadequate warnings to people as to what the software does, what it will do and what it could do. There is nothing wrong with requiring it, there is nothing wrong with listing what it can do. Leaving it as a surprise puts the State at risk of being sued. Secondly, it should be up to the Agency CIO and Directors as to what mobile devices have that feature on them. Putting it on all devices, especially in instances where Advisory Council members only meet once or twice a year, but

because it is a State document, it's going to be installed on their cell phones and home devices, seems excessive and cost prohibitive.

IX. Adjournment

The meeting adjourned at 2:25 PM.

Next Meeting Information
Date: Wednesday, January 20, 2015
Location: State Capitol, room 152
Time: 1:00 PM – 3:00 PM

X. Summary of Motions Passed

Motion: Margaret Kauska motioned to approve the October MT-ISAC Meeting Minutes. Kreh Germaine seconded the motion. All were in favor, the motion carries.

XI. Summary of Action Items

Action: Joe Frohlich will update the Workgroup document by color coding the Workgroups that are not currently active. Joe will post the document online and distribute it to group members via email. Joe will also send out a document that lists the members of each group.

Action: Margaret Kauska will send Joe Frohlich the link to the press release to be posted on the MT-ISAC website.

Action: Joe Frohlich will add "Tabletop Scenario Examples" to the agenda for the next MT-ISAC Meeting.

Action: Joe Frohlich will send out information on grant-funded cybersecurity training opportunities to the Council.

Action: Anyone interested in participating in the Investigations Group should send an email to Dawn Temple.

Meeting Minutes Draft submitted by: Samantha Cooley
Date of submission: 1/4/2016